

**LOCAL AGENCY BID OPENING CHECKLIST**

Project Information: \_\_\_\_\_

DIST-----CO-----RTE-----PM-----Agency

Federal Project Number: \_\_\_\_\_

Location: \_\_\_\_\_

Limits: \_\_\_\_\_

Bid opening date and time \_\_\_\_\_

Bid opening by \_\_\_\_\_

Name: \_\_\_\_\_

Bids publicly opened and read aloud? \_\_\_\_\_

(Yes/No)

Addenda certified by \_\_\_\_\_

Advertisement date \_\_\_\_\_

Engineers Estimate Compared? \_\_\_\_\_

(Yes/No)

Low Bidder Name \_\_\_\_\_

Amount \_\_\_\_\_

Number of Bidders \_\_\_\_\_

Bid irregularities? \_\_\_\_\_

(Yes/No)

Noncollusion affidavit included (Exhibit 12-E, Attachment D)? \_\_\_\_\_

(Yes/No)

Low Bid signed? \_\_\_\_\_

(Yes/No)

All Addenda certified by all bidders? \_\_\_\_\_

(Yes/No)

Reviewed by: \_\_\_\_\_

(Name of Local Agency Representative)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Distribution: Original- Local Agency Project File

**This page intentionally left blank**